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**Village of Holmen
Public Works Committee
June 6, 2024**

Trustee Anderson called the Public Works Committee meeting to order at 5:30 PM on Thursday, June 6, 2024. Members present: Anderson and Wyss. Administrator Heinig, Engineer Dahl and Director Mezera were also present. Trustee Elam was excused.

Motion by Wyss, second by Anderson, to approve the minutes of the May 2, 2024 meeting – motion passed 2-0.

Public Comment – None

Director's Monthly Report

Sanitary Sewer Department

The WWTP has been running normally.
The crew has been cleaning lift stations.
Operator Johnson assisted the Director in the completion of the 2023 CMAR.
Ponderosa lift station replacement construction is ongoing.

Water Department

Crew continues meter changeouts and final reads.
Well 8 is operational.
Well 4 demolition is proceeding.

Street Department

Sidewalk report (per code Ch. 159-8). Nothing to report.
Mowing operations continue.
Lunda Construction Co. was in town to repair the Main Street Bridge.

Storm Water Department

Some curbside chipping was done due to the recent storms.

Other

Long time compost site attendant, Bill Achterkirch retired as of Saturday, June 1, 2024.

Action Items

#5 Recommendation to the Village Board for approval of Traffic Analysis Study by TADI. Engineer Dahl presented a contract with Traffic Analysis and Design (TADI) for \$38,928.00. He explained that the study was required by the WDOT to complete plat for Bluffview Business Park Phase 3. Mathy will pay 50% of the contract amount. Motion to approve by Wyss, second by Anderson. Motion passed 2-0

#6 Recommendation to the Village Board to approve Resolution 4-2024 Compliance, Maintenance Annual Report (CMAR). Director Mezera presented the 2023 CMAR to the committee and explained that to finalize and submit the report to the DNR, the Village Board must review the report and pass a resolution confirming their action. Motion to approve by Wyss, second by Anderson. Motion passed 2-0

#7 Recommendation to the Village Board to amend Chapter 56 of the Village Code. Director Mezera explained to the committee that the DNR required the Village to change some of the

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wording in Chapter 56, Erosion Control and Stormwater Management, of the Village Code to follow State Administrative code NR 151. Motion by Wyss, second by Anderson. Motion passed 2-0

Discussion

The committee discussed pavement marking plans for Village streets, specifically Holmen Drive. Given the cost and scope of the project, staff was directed to put it in next year's budget.

Adjourn

Motion by Wyss, second by Anderson to adjourn at 5:56PM – motion passed 2-0.

Pete Mezera
Director of Public Works